
Eligible Activities

Eligible Recipients

1. Non-profit organizations that:

- Are 501(c)3 or 501 (c)4;
- Are in good standing with the Indiana Secretary of State's office. Applicants are required to submit a Certificate of Existence from the Office of the Secretary of State that is less than 6 months old. The certificate may be obtained online at www.in.gov/sos/business/corps/about_outline.html;
- Have no part of its net earnings inuring to the benefit of any member, founder, contributor or individual;
- Have a functioning accounting system that is operated in accordance with generally accepted accounting principles, or have designated an entity that will maintain such an accounting system;
- Have among its purposes significant activities related to providing services or housing to persons with acquired immunodeficiency syndrome (AIDS) or related diseases;
- Can demonstrate integration, or the willingness to partner, with the existing HIV/AIDS Continuum of Care in the local region;
- Are eligible to participate in HUD programs (not on HUD's debarred list);
- Are in good standing with IHFA (not on the suspension list or otherwise precluded from applying for funding) and current HOPWA project sponsors from PY2004

Eligible Activities

Housing Information

- Counseling, information and referral services to assist an eligible person to locate, acquire, finance and maintain housing;
- Salary for housing counselor; and
- Costs of producing informational materials to educate clients on available housing opportunities.

Resource Identification

- Conducting preliminary research and making expenditures necessary to determine the feasibility of specific housing related initiatives;
- Needs assessments;
- Site identification work;
- Feasibility studies; and
- HUD sponsored HOPWA related conferences and trainings. (please note that these opportunities are extremely limited and in some instances attendance is only open to formula grantees)

Rental Assistance

- Ongoing monthly tenant-based rental assistance provided to a household for a period not to exceed June 30, 2006;
- Project-based rental assistance provided to a unit where eligible beneficiaries will reside;
- Security deposits;
- Utility hook-up fees (gas, electric, water);
- Clients can not maintain any ownership interest in the unit receiving assistance;
- Clients must have executed leases covering the term of assistance;
- Client's name(s) must be on the lease (unless under the age of 18); and
- Cost of conducting housing quality standards inspection.

Rental Assistance Program Delivery

- Staff time administering the rental assistance line item.

Short-term Rent, Mortgage and Utility Assistance

- Short-term rent, mortgage and/or utility payment to prevent the homelessness of the tenant or mortgagor of a dwelling;
- Clients must present a copy of their delinquent lease, mortgage and/or utility bill in order to receive assistance;
- The client's name **must** appear on the lease, mortgage and/or utility bill (unless under the age of 18) or otherwise demonstrate financial responsibility for the delinquent payment; and
- Assistance is limited to a period of 5 months funding during the funding year.

Short-term Rent, Mortgage and Utility Assistance Program Delivery

- Staff time administering the short-term rent, mortgage and utility assistance line item.

Supportive Services

- Food and nutrition provision for eligible clients via food banks or grocery store certificates;
- Transportation assistance offered through mileage reimbursement, gas cards, bus tokens, cab vouchers;
- Transportation assistance can only be provided to assist clients traveling to the doctor, school and/or employment;
- Staff time working with clients in gaining access to mainstream resources (Medicaid, Food Stamps, SSI, etc.);
- Provision of mental health and substance abuse services necessary to keep clients successfully housed; and
- Subsidy of basic telephone expenses, does not include ancillary services such as call waiting, caller ID, etc.

Operating Costs

- Operating costs for dedicated HIV/AIDS housing units;
- Insurance;
- Utilities;
- Furnishings/equipment;
- Maintenance; and
- Security.

Technical Assistance

- Any pre-development or pre-construction expense related to establishing and operating a community residence;
- Housing planner; and
- Feasibility study.

Administration

- Postage;
- Telephone;
- Internet;
- Copying; and
- Staff training on housing quality standards.

Eligible Beneficiaries

- A person with acquired immunodeficiency syndrome (AIDS) or related diseases who is a low income individual as defined in 24 CFR Part 574.3, and the person's family;
- Beneficiaries must provide documentation of HIV/AIDS and low-income status prior to receiving HOPWA assistance;
- Beneficiaries must reside in Indiana;
- Services must be provided in Indiana.

A person with AIDS or related diseases or a family member regardless of income is eligible to receive housing information services.

Household income cannot exceed 80% of the area median family income (adjusted for household size) for the county of residence. Section 8 definitions of household income apply.

Persons who benefit from HOPWA assistance must be engaged in care coordination or case management services. HOPWA funding recipients are required to demonstrate participation in care coordination or case management for all clients receiving assistance.

Regulatory Requirements

1. All regulatory HOPWA requirements in 24 CFR Part 574 must be met.
2. If applicable, the HOPWA program must be in compliance with the Uniform Relocation Act.
3. The housing must meet the housing quality standards as listed in 24 CFR Part 574.310 (b).
4. All housing units assisted must meet the regulatory requirements for lead-based paint listed in 24 CFR Part 35.
5. If applicable, the HOPWA program must complete an Environmental Review Record as mandated under the National Environmental Policy Act of 1969 (NEPA), 42 U.S.C 4321, as amended or supplemented, and other Provisions of Federal law, as specified at 24 C.F.R. 58.1 (a) (3) and (4) prior to release of funds.

Assurances and Certifications

The assurances and certifications must be signed by the Recipient's Executive Director and/or President of the Recipient's governing body (Board of Directors, etc.). The requirements and certifications must contain an original signature.

Resolutions

RecipientAs part of HOPWA Annual Plan execution, the Recipient's governing body is required to consent and adopt resolutions accepting the HOPWA funds and agreeing to the terms of the Annual Plan submissionfunding. A resolution will be available with the execution documents for the Recipient's governing body to adopt and sign.

Rent Restrictions

The amount of subsidy provided on behalf of a beneficiary for a unit receiving long-term rental assistance must be calculated using the greater of the fair market rent or actual unit rent.